

# SAN BRUNO

## Community Foundation

### Board of Directors

Emily Roberts, President • Jim Ruane, Vice President • John P. McGlothlin, Secretary • Tim Ross, Treasurer  
Raul Gomez • Nancy A. Kraus • Malissa Netane-Jones  
Leslie Hatamiya, Executive Director

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### **GOVERNOR'S EXECUTIVE ORDER N-25-20\*\*\*\* CORONAVIRUS COVID-19**

*On March 17, 2020, the Governor of California issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the CDC's social distancing guidelines which discourage large public gatherings, the Board of Directors of the San Bruno Community Foundation is now holding meetings via Zoom.*

*If you would like to make a Public Comment on an item not on the agenda, or comment on a particular agenda item, you may address the Council orally during the meeting, or you may email us at [info@sbcf.org](mailto:info@sbcf.org). The length of all emailed comments should be commensurate with the three minutes customarily allowed per speaker, which is approximately 300 words total. Emails received before the special or regular meeting start time will be forwarded to the Foundation Board of Directors, posted on the Foundation's website and will become part of the public record for that meeting. If emailed comments are received after the meeting start time, or after the meeting ends, they will be forwarded to the Foundation Board of Directors and filed with the agenda packet becoming part of the public record for that meeting.*

*Individuals who require special assistance of a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, agenda packet or other writings that may be distributed at the meeting, should contact Melissa Thurman, City Clerk 48 hours prior to the meeting at (650) 619-7070 or by email at [mthurman@sanbruno.ca.gov](mailto:mthurman@sanbruno.ca.gov). Notification in advance of the meeting will enable the San Bruno Community Foundation to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.*

## AGENDA

### SAN BRUNO COMMUNITY FOUNDATION

### Regular Meeting of the Board of Directors

**June 2, 2021**

**7:00 p.m.**

#### **Zoom Meeting Details:**

<https://us02web.zoom.us/j/82311706738?pwd=dE1ReEFUdU50bmd1RW5PbjZYaC9LZz09>

Webinar ID: 823 1170 6738

Passcode: 127340

Dial-in: (669) 900-6833

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#### **1. Call to Order/Welcome**

#### **2. Roll Call**

#### **3. Public Comment:** Individuals are allowed three minutes. It is the Board's policy to refer matters raised in this forum to staff for research and/or action where appropriate. The Brown Act prohibits the Board from discussing or acting upon any matter not agendaized pursuant to State Law.

#### **4. Presentation:** Recognition of the 2021 Crestmoor Neighborhood Memorial Scholarship Recipients

#### **5. Approval of Minutes:** May 12, 2021, Special Board Meeting

#### **6. Executive Director's Report**

#### **7. Consent Calendar:** All items are considered routine or implement an earlier Board action and may be enacted by one motion; there will be no separate discussion unless requested by a Board Member or staff.

- a. Adopt Resolution Scheduling a Special Meeting of the Board of Directors on June 15, 2021
- b. Adopt Resolution Adopting Revised Fiscal Policies and Procedures
- c. Adopt Resolution Authorizing Closure of Wells Fargo Savings Account
- d. Receive and Approve Treasurer's Report (April 2021 Financial Statements)

#### **8. Conduct of Business**

- a. Receive Report from Ad Hoc Committee on Tanforan Memorial and Adopt Resolution Approving Strategic Grant Totaling \$150,000 to the Tanforan Assembly Center Memorial Committee Supporting the Construction of the Tanforan Memorial at the San Bruno BART Station
- b. Receive Report on the Small Business Recovery and Assistance Program (COVID-19 Relief Grant) from Bay Area Entrepreneur Center Director Pcyeta Stroud
- c. Receive Report on Other Programs (Community Grants Fund and Other Strategic Grants)

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- d. Receive Report from Investment Committee
- e. Adopt Resolution Approving Fiscal Year 2021-2022 Budget, Setting the Quasi-Endowment Payout Rate for Fiscal Year 2021-2022, Approving Transfer from the Strategic Pool Investment Account to the Liquidity-Operating Subaccount for Fiscal Year 2021-2022, and Approving Transfer from the Liquidity-RAC Investment Subaccount to the Liquidity-Operating Subaccount for Fiscal Year 2021-2022

### **9. Board Member Comments**

- 10. Adjourn:** The next Regular Meeting of the Board of Directors is scheduled for 7:00 p.m. on Wednesday, July 7, 2021.